



ADDRESS REPLY TO:
California Apprenticeship Council
P. O. Box 420603
San Francisco, CA 94142-0603

RELATED SUPPLEMENTAL INSTRUCTION COMMITTEE MEETING

MINUTES

Wednesday – October 29, 2008 1:00 p.m.

I. Call To Order/ Roll Call

Chairperson McGinn called the meeting to order at 1:05 p.m.

Members present: Donna Bechthold, Anne Quick, Dina Kimble, Pat McGinn and
Acting Chief Glen Forman

Members absent: Marvin Kropke and Aram Hodess

I. Deficiencies uncovered during resent DAS Audits

- The meeting began with the tabled agenda item on DAS Audit deficiencies carried over from the previous meeting. Senior DAS Audit Consultant, Rachel Freeman noted that there have been few RSI deficiencies found. It has been limited to records without proper attendance and/or grade documentation, insufficient RSI hours recorded and/or curriculum revisions that had not been submitted on DAS-24's.

II. Instructor Evaluation (s) from the programs to be reviewed.

- The Chairman invited members to comment on the sample evaluation forms that were made available from Rancho Santiago College's (classroom observation report), the Los Angeles Unified School District's (Sponsor compliance self-review), The San Joaquin County Office of Education's (RSI Compliance Assessment) and the Southwest Carpenters Training fund's (New Student Survey & Instructor Evaluation). CAAAT noted that it also conducted a student evaluation of their on-the-job-training.

IV. We based online training

- The Committee took up the question of web base online training. ACTA gave a PowerPoint presentation of their system and some of its features for verifying seat time and student participation.
- There being numerous comments on the relative value of such training but no more time to devote to the subject it was decided to continue the subject matter at our next meeting and see if the RSI Committee could come up with some minimum criteria for distance learning options to present as recommendations to the CAC.

V. Adjournment

- The meeting adjourned at 2:05 P.M.